Mission Statement

CTE Programs prepare students for transition from school to careers

PROGRAM:	**Accounting**

PROGRAM CIP CODE:	**52.0300**

DESCRIPTION: *The **Accounting** program is designed to prepare students for employment in accounting positions requiring basic accounting and business skills. The instruction is designed, planned and delivered as a coherent sequence utilizing a delivery system which includes formal technical instruction, experiential learning, supervised cooperative work experience, Cooperative Office Education (COE) and leadership development through the Career and Technical Student Organization, Future Business Leaders of America (FBLA). The student completing this program will also develop advanced critical thinking, career development, applied academic, life management, business, economic and leadership skills required for employees in Accounting occupations.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

Level I Grades 7-8

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

Level II Grades 9-10

The following course is recommended as part of a Comprehensive CTE ACCOUNTING Program:

99.0400.10 ***Business Management Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0100.10 ***Information Technology***: If Business Management Technology is not available, students **may** complete this Level II cluster or attain these competencies.

Accounting (continued)

Level III **Grades** **11-12**	*The following describes a recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III ACCOUNTING competencies are addressed in this instructional sequence.*

52.0300.10   *Accounting:* Accounting at Level III is recommended for students who have an interest in developing an understanding of creating and maintaining financial records for a business. The outcomes of this course are based on a set of competencies designed to prepare individuals to compute, classify and record numerical data to keep accurate financial records and prepare basic financial statements. A computer with business applications software is used by students to perform accounting tasks and other business competencies.

One of the following Level III courses will be included as part of the instructional sequence for this program:

52.0300.20   *Accounting Systems Technology:* The outcomes of this course are integrated into learning experiences allowing students to demonstrate the full range of accounting competencies through projects/ simulations.

52.0300.80   *Accounting - Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the **Accounting** program.

CERTIFICATION ABBREVIATIONS FOR THE ACCOUNTING PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE ACCOUNTING PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Business Management Technology	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB		
Information Technology	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB	Type PVBM, SVBM	Type IA	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VIT	Type AVT, BVT, PVT, SVT Approval VTI	Type PVI, SVI

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Accounting	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB					

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **52.0300.80.***

*Diversified Cooperative Education course **Accounting**, **52.0300.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: Administrative Information Services

PROGRAM CIP CODE: 52.0400

DESCRIPTION: *The **Administrative Information Services** program is designed to prepare students for employment in a variety of office support/management, secretarial and administrative support positions requiring skill with various computer software applications, data-analysis, decision making, communications skills, and knowledge of cost effective business operations. The instruction is designed, planned and delivered as a coherent sequence, utilizing a delivery system which includes formal technical instruction, experiential learning, supervised cooperative work experience, Cooperative Office Education (COE) and the Career and Technical Student Organization, Future Business Leaders of America (FBLA). The student completing this program will also develop advanced critical thinking, career development, applied academic, life management, business, economic and leadership skills required for employees in Administrative Information Services occupations.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**   *The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:*

90.0000.10   ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**   *The following course is recommended as part of a Comprehensive CTE ADMINISTRATIVE INFORMATION SERVICES Program:*

99.0400.10   ***Business Management Technology:*** Students **should** complete this Level II cluster or attain these competencies.

Administrative Information Services (continued)

Level III
Grades
11-12

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III ADMINISTRATIVE INFORMATION SERVICES competencies are addressed in this instructional sequence.

52.0400.10 *Administrative Services:* This course at Level III is recommended for students who have an interest in developing skills and acquiring knowledge of creating and maintaining business records and providing business support services. The outcomes of this course are based on a set of competencies designed to prepare students to manage records, work as a team member, perform basic bookkeeping functions, process business information and manage resources. A computer and other business technologies are tools used by students to perform administrative information processing competencies.

One of the following Level III courses will be included as part of the instructional sequence for this program:

52.0400.20 *Administrative Support Systems:* The outcomes of this course are integrated into learning experiences allowing students to demonstrate the full range of administrative information services competencies through projects/ simulations.

52.0400.80 *Administrative Information Services - Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the *Administrative Information Services* program.

CERTIFICATION ABBREVIATIONS FOR THE ADMINISTRATIVE INFORMATION SERVICES PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*

CERTIFICATE REQUIREMENTS FOR THE ADMINISTRATIVE INFORMATION PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Business Management Technology	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB		

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Administrative Information Services	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB					

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **52.0400.80.***

*Diversified Cooperative Education course **Administrative Information Services**, **52.0400.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Agricultural Business Management - Agriscience**

**PROGRAM
CIP CODE:**   **01.0300**

DESCRIPTION: *The **Agricultural Business Management - Agriscience** program is designed to prepare students for employment in various production, sales, and supplier positions related to the agriculture industry. Students completing this program will possess the technical knowledge and skills associated with agricultural science, production and health, marketing, and sales positions. In addition to the required technical skills, students will also develop leadership, advanced employability, critical thinking, applied academic, and life management skills. The program utilizes a delivery system made up of three essential components: formal instruction, experiential education, leadership and personal development through the Career and Technical Student Organization, FFA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10   ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE AGRICULTURAL BUSINESS MANAGEMENT - AGRISCIENCE Program:

99.0300.20   ***Applied Biological Systems-Agriculture:*** Students **should** attain these competencies in a coherent sequence of courses.

99.0400.10   ***Business Management Technology:*** If an Applied Biological System-Agriculture course is not available, students **may** also complete this Level II cluster or attain these competencies.

Agricultural Business Management - Agriscience (continued)

**Level III
Grades
11-12**

The following describes a recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III AGRICULTURAL BUSINESS MANAGEMENT – AGRISCIENCE competencies, are addressed in this instructional sequence.

01.0300.10 *Agriscience:* This course is designed to deliver the competencies associated with the science of plant and animal life and health.

One of the following Level III courses will be included as part of the instructional sequences for this program:

01.0300.20 *Agriscience II:* This course is designed to deliver the competencies associated with the production and processing of products derived from plants and animals.

01.0300.30 *Agriscience Business Management:* This course is designed to deliver the competencies associated with the management of a plant or animal production enterprise.

01.0300.80 *Agriscience - Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the *Agricultural Business Management -Agriscience* program.

The following Level III course may be included as a part of the instructional sequence for this program:

01.0300.60 *Agricultural Mechanics:* This specialized course is an extension of the agricultural mechanics skills that are an integral part of the *Agricultural Business Management - Agriscience* Program. This course includes instruction in agricultural power units; the planning and selection of materials for the construction of agricultural facilities equipment; and the mechanical practices associated with the management of livestock and animals.

CERTIFICATION ABBREVIATIONS FOR THE AGRICULTURAL BUSINESS MANAGEMENT - AGRISCIENCE PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VBS Vocational Business
- VDE Vocational Distributive Education
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VME Vocational Marketing Education
- VOE Vocational Office Education
- VRO Vocational Related Occupations

CERTIFICATE REQUIREMENTS FOR THE AGRICULTURAL BUSINESS MANAGEMENT - AGRISCIENCE PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH	
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Agricultural Business Management - Agriscience	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA							

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **01.0300.80.***

*Diversified Cooperative Education course **Agricultural Business Management-Agriscience**, **01.0300.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM:	**Agricultural Business Management - Horticulture**

PROGRAM CIP CODE:	**01.0600**

DESCRIPTION: *The **Agricultural Business Management - Horticulture** program is designed to prepare students for employment in various production, sales, and supplier positions related to the horticulture industry. Students completing this program will possess the technical knowledge and skills associated with nursery production; marketing and sales; landscape design, installation and maintenance positions. In addition to the required technical skills, students will also develop leadership, advanced employability, critical thinking, applied academic, and life management skills. The program utilizes a delivery system made up of three essential components: formal instruction; experiential education; leadership and personal development through the Career and Technical Student Organization, FFA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

Level I Grades 7-8

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10   **Technological Foundations:** All students **should** complete Level I experience or attain these competencies.

Level II Grades 9-10

The following courses are recommended as part of a Comprehensive CTE AGRICULTURAL BUSINESS MANAGEMENT - HORTICULTURE Program:

99.0300.20   **Applied Biological Systems-Agriculture:** Students **should** attain these competencies in a coherent sequence of courses.

99.0400.10   **Business Management Technology:** If an Applied Biological Systems-Agriculture course is not available students **may** also complete this Level II cluster or attain these competencies.

Agricultural Business Management - Horticulture (continued)

**Level III
Grades
11-12**

The following describes a recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III AGRICULTURAL BUSINESS MANAGEMENT - HORTICULTURE competencies are addressed in this instructional sequence.

01.0600.10   *Agriscience - Horticulture:* This course is designed to deliver the competencies associated with the science of the horticulture industry.

One of the following Level III courses will be included as part of the instructional sequence for this program:

01.0600.20   *Agriscience II - Horticulture:* This course is designed to deliver the competencies associated with the design, installation, and maintenance of a nursery and/or landscaping enterprise.

01.0600.30   *Horticulture Business Management:* This course is designed to deliver the competencies associated with the management of a nursery and/or landscaping enterprise.

01.0600.80   *Horticulture - Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the *Agricultural Business Management - Horticulture* program.

The following Level III course may be included as a part of the instructional sequence for this program:

01.0600.60   *Agricultural Mechanics:* This specialized course is an extension of the agricultural mechanics skills that are an integral part of the *Agricultural Business Management - Horticulture* Program*.* This course includes instruction in agricultural power units, the planning and selection of materials for the construction of agricultural facilities and equipment, and the mechanical practices associated with irrigation, drainage, water conservation, and erosion control.

CERTIFICATION ABBREVIATIONS FOR AGRICULTURAL BUSINESS MANAGEMENT – HORTICULTURE PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- PVM Provisional Vocational Marketing
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- SVM Standard Vocational Marketing
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VBS Vocational Business
- VDE Vocational Distributive Education
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VME Vocational Marketing Education
- VOE Vocational Office Education
- VRO Vocational Related Occupations

CERTIFICATE REQUIREMENTS FOR THE AGRICULTURAL BUSINESS MANAGEMENT – HORTICULTURE PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH	
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Agricultural Business Management - Horticulture	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA							

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **01.0600.80.**

Diversified Cooperative Education course **Agricultural Business Management - Horticulture**, **01.0600.70** may be a part of the sequence.

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM:	**Agricultural Business Management- Renewable Natural Resources**

PROGRAM CIP CODE:	**03.0200**

DESCRIPTION: *The **Agricultural Business Management - Renewable Natural Resources** program is designed to prepare students for employment in various production, supplier, and service positions related to the renewable natural resources industry. Students completing this program will possess the technical knowledge and skills associated with fisheries/wildlife and forest/range production and management positions. In addition to the required technical skills, students will also develop leadership, advanced employability, critical thinking, applied academic, and life management skills. The program utilizes a delivery system made up of three essential components: formal instruction, experiential education, leadership and personal development though the Career and Technical Student Organization, FFA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

Level I
Grades
7-8

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 **Technological Foundations:** All students **should** complete Level I experience or attain these competencies.

Level II
Grades
9-10

The following courses are recommended as part of a Comprehensive CTE AGRICULTURAL BUSINESS MANAGEMENT - RENEWABLE NATURAL RESOURCES Program:

99.0300.20 **Applied Biological Systems-Agriculture:** Students **should** attain these competencies in a coherent sequence of courses.

99.0400.10 **Business Management Technology:** If an Applied Biological Systems-Agriculture course is not available students **may** also complete this Level II cluster or attain these competencies.

Agricultural Business Management - Renewable Natural Resources (continued)

**Level III
Grades
11-12**

The following describes a recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III AGRICULTURAL BUSINESS MANAGEMENT - RENEWABLE NATURAL RESOURCES competencies, are addressed in this instructional sequence:

03.0200.10   *Agriscience - Renewable Natural Resources:* This course is designed to deliver the competencies associated with the science of fish and wildlife resources.

One of the following Level III courses will be included as part of the instructional sequence for this program:

03.0200.20   *Agriscience II - Renewable Natural Resources:* This course is designed to deliver the competencies associated with the management of natural forest and range resources

03.0200.30   *Renewable Natural Resources Business Management:* This course is designed to deliver the competencies associated with the utilization and management of fish, wildlife, forest and range resources.

03.0200.80   *Renewable Natural Resources - Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the *Agricultural Business Management - Renewable Natural Resources* program.

The following Level III course may be included as a part of the instructional sequence for this program:

03.0200.60   *Agricultural Mechanics:* This specialized course is an extension of the agricultural mechanics skills that are an integral part of the *Agricultural Business Management - Renewable Natural Resources* Program. This course includes instruction in agricultural power units, the planning and selection of materials for the construction of agricultural facilities and equipment, and the mechanical practices associated with drainage, water conservation

CERTIFICATION ABBREVIATIONS FOR THE AGRICULTURAL BUSINESS MANAGEMENT – RENEWABLE NATURAL RESOURCES PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVM Provisional Vocational Marketing
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVM Standard Vocational Marketing
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VBS Vocational Business
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VOE Vocational Office Education
- VRO Vocational Related Occupations

CERTIFICATE REQUIREMENTS FOR THE AGRICULTURAL BUSINESS MANAGEMENT – RENEWABLE NATURAL RESOURCES PROGRAM

LEVEL I: The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)

LEVEL II: The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:

Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	

LEVEL III: The instructor must be vocationally certified according to the following table:

Agricultural Business Management - Renewable Natural Resources	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA						

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **03.0200.80.**

Diversified Cooperative Education course **Agricultural Business Management - Renewable Natural Resources**, 03.0200.70 may be a part of the sequence.

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Allied Health Services**

**PROGRAM
CIP CODE**:   **51.0800**

DESCRIPTION: *The **Allied Health Services** program is designed to prepare students for employment in Allied Health professions. Students completing this program will possess knowledge and skills associated with a therapeutically oriented Allied Health program. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for employment in therapeutically oriented Allied Health professions. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the career and technical student organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

    99.0000.10   **Technological Foundations:** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive ALLIED HEALTH SERVICES Program:

    99.0300.30   **Applied Biological Systems-Health:** Students **should** complete this Level II cluster or attain these competencies.

    99.0500.10   **Human Services Technology:** If Applied Biological Systems – Health is not available students <u>may</u> complete this Level II cluster or attain these competencies.

Allied Health Services (continued)

**Level III
Grades
11–12**

The following describes the recommended sequence of courses developed from industry-validated skills necessary for employment or continued related education. All the Level III ALLIED HEALTH SERVICES competencies are addressed in this instructional sequence.

51.0800.10   **Allied Health Services Fundamentals:** This course provides knowledge of common industry standards and practices related to the delivery of therapeutically oriented Allied Health Services.

One of the following Level III courses will be included as part of the instructional sequence for this program:

51.0800.20   **Allied Health Services Applications:** This course prepares students for advanced technical knowledge and skills in a therapeutically related Allied Health Services area.

51.0800.80   **Allied Health Services – Cooperative Education:** This course utilizes a cooperative education methodology to combine school based and work based learning experiences directly related to the competencies identified for the **Allied Health Services** program.

CERTIFICATION ABBREVIATIONS FOR THE ALLIED HEALTH SERVICES PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- PVI Provisional Vocational Industrial Technology
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- SVI Standard Vocational Industrial Technology
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VRO Vocational Related Occupations

CERTIFICATE REQUIREMENTS FOR THE ALLIED HEALTH SERVICES PROGRAM

LEVEL I: The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)

LEVEL II: The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:

Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH
Human Services Technology	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT,SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH		

LEVEL III: The instructor must be vocationally certified according to the following table:

Allied Health Services	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH						

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **51.0800.80 .**

Diversified Cooperative Education course **Allied Health Services**, **51.0800.70** may be a part of the sequence.

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Apparel Design and Merchandising**

**PROGRAM
CIP CODE:**   **20.0300**

DESCRIPTION: *The **Apparel Design and Merchandising** program is designed to prepare students for employment in various apparel design, production, apparel sales, customer service, and/or first-line supervisory positions in apparel wholesale and retail establishments. A student completing this program will possess the technical knowledge and skills associated with apparel design/production and apparel selection, purchase, sales, and promotion. In addition to technical skills, students completing this program will also develop advanced critical thinking, career development, applied academic, life management, business economic, and leadership skills required for entry into Apparel Design and Merchandising occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, FCCLA or DECA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
 7-8**   *The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:*

     90.0000.10   ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**   *The following courses are recommended as part of a Comprehensive CTE APPAREL DESIGN and MERCHANDISING Program:*

     99.0500.10   ***Human Services Technology:*** Students **should** complete this Level II cluster or attain these competencies.

     99.0100.10   ***Information Technology:*** Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who want to develop skills in manual and computer-assisted design and communications.

Apparel Design and Merchandising (continued)

99.0400.10   ***Business Management Technology:***   Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who are interested in business operations, management, and finance.

**Level III
Grades
11-12**

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III APPAREL DESIGN and MERCHANDISING competencies are addressed in this instructional sequence.

20.0300.10   ***Apparel Design and Merchandising Fundamentals:*** This course introduces students to the technical knowledge and skills associated with apparel design, production, selection, marketing principles, display, purchase, sales and promotion.

One of the following Level III courses will be included as part of the instructional sequence for this program:

20.0300.20   ***Apparel Design and Merchandising Applications:*** This course is designed for students to apply advanced occupational skills in apparel design, production, selection marketing principles, display, purchase, sales and promotion.

20.0300.80   ***Apparel Design and Merchandising – Cooperative Education:*** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences, directly related to the competencies identified for the ***Apparel Design and Merchandising*** program.

CERTIFICATION ABBREVIATIONS FOR THE APPAREL DESIGN AND MERCHANDISING PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- BVT Basic Vocational Education Teacher
- *IA Industrial Arts*
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- *PVI Provisional Vocational Industrial Technology*
- PVM Provisional Vocational Marketing
- PVT Provisional Vocational Education Teacher
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- *SVI Standard Vocational Industrial Technology*
- SVM Standard Vocational Marketing
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VBS Vocational Business
- VDE Vocational Distributive Education
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VIT Vocational Industrial and Technical Education
- VME Vocational Marketing Education
- VOE Vocational Office Education
- VRO Vocational Related Occupations
- VTI Vocational Trades and Industrial Education
- VTT Vocational Trade and Technical Education

CERTIFICATE REQUIREMENTS FOR THE APPAREL DESIGN AND MERCHANDISING PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Human Services Technology	Type AVT, BVT, PVT, SVT Approval VHE	Type AVT, BVT, PVT,SVT Approval VRO	Type AVT, BVT, PVT, SVT Approval VFC	Type PVF, SVF	Type AVT, BVT, PVT, SVT Approval VHO	Type PVH, SVH			
Information Technology	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB	Type PVBM, SVBM	Type IA	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VIT	Type AVT, BVT, PVT, SVT Approval VTI	Type PVI, SVI
Business Management Technology	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB		

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Apparel Design and Merchandising	Type AVT, BVT, PVT, SVT Approval VHE	Type AVT, BVT, PVT,SVT Approval VRO	Type AVT, BVT, PVT, SVT Approval VFC	Type PVF, SVF	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **20.0300.80.***

*Diversified Cooperative Education course **Apparel Design and Merchandising**, **20.0300.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Building Maintenance**

**PROGRAM
CIP CODE:** **46.0400**

DESCRIPTION: *The **Building Maintenance** program is designed to prepare students to maintain the physical plant and operating systems of commercial and residential buildings. It includes instruction in construction, installation, and repair skills related to carpentry, air conditioning, heating, plumbing, electrical, custodial equipment, and other mechanical systems. In addition to technical skills, students completing this program will also develop advanced critical thinking, career development, applied academic, life management, business, economic, and leadership skills required for Building Maintenance occupations. The program uses a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE BUILDING MAINTENANCE Program:

99.0200.10 ***Industrial Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0100.10 ***Information Technology:*** Students **may** complete this Level II or attain these competencies.

Building Maintenance (continued)

99.0400.10   ***Business Management Technology:***   Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who wish to specialize in the entrepreneurial aspects of this industry.

Level III
Grades
11-12

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III BUILDING MAINTENANCE competencies are addressed in this instructional sequence.

46.0400.10   ***Building Maintenance Fundamentals:*** This course prepares students to apply technical knowledge and skills in order to keep a building functioning, and to service a variety of types of structures including commercial and industrial buildings and mobile homes. Includes instruction in the basic maintenance and repair skills required to service building air conditioning, heating, plumbing, electrical, major appliances and other mechanical systems.

One of the following Level III courses will be included as part of the instructional sequence for this program:

46.0400.20   ***Building Maintenance Advanced Applications:*** This course prepares students for advanced technical knowledge and skills using a variety of building maintenance techniques and equipment

46.0400.80   ***Building Maintenance – Cooperative Education:*** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences, directly related to the competencies identified for the ***Building Maintenance*** program.

CERTIFICATION ABBREVIATIONS FOR THE BUILDING MAINTENANCE PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE BUILDING MAINTENANCE PROGRAM

LEVEL I: The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)

LEVEL II: The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:

Industrial Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI			
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	
Information Technology	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	*Type* PVBM, SVBM	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VIT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

LEVEL III: The instructor must be vocationally certified according to the following table:

Building Maintenance	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **46.0400.80.**

Diversified Cooperative Education course **Building Maintenance**, **46.0400.70** may be a part of the sequence.

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM:	Building Trades

PROGRAM
CIP CODE: 46.9900

DESCRIPTION: *The **Building Trades** program is designed to prepare students for employment in jobs related to the residential construction industry. Instruction provides an integrated approach for teaching skills in carpentry, dry wall installation, roofing, masonry, plumbing, and wiring needed for residential construction. In addition to technical skills, students completing this program will also develop advanced critical thinking, career development, applied academic, life management, business, economic and leadership skills required for employees in Building Trades occupations. The program uses a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

Level I
Grades
7-8

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

Level II
Grades
9-10

The following courses are recommended as part of a Comprehensive CTE BUILDING TRADES Program:

99.0200.10 ***Industrial Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0400.10 ***Business Management:*** Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who wish to emphasize the entrepreneurial aspects of this industry.

Building Trades (continued)

**Level III
Grades
11-12**

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III BUILDING TRADES competencies are addressed in this instructional sequence..

46.9900.10   ***Building Trades Fundamentals:***   This course prepares students to apply technical knowledge and skills to construct a residential building. Foundation skills such as the use of tools, building layout, and construction will be covered in this course. Students will have the opportunity to apply techniques while building a structure.

One of the following Level III courses will be included as part of the instructional sequence for this program:

46.9900.20   ***Building Trades Applications:***   This course prepares students to refine their technical knowledge and increase the skills learned in Building Trades Fundamentals. Students will be able to focus on areas of interest in the areas of plumbing, construction, wiring, dry wall or roofing.

46.9900.80   ***Building Trades – Cooperative Education:*** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences, directly related to the competencies identified for the ***Building Trades*** program.

CERTIFICATION ABBREVIATIONS FOR THE BUILDING TRADES PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE BUILDING TRADES PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*									

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*									
Industrial Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		
Information Technology	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	*Type* PVBM, SVBM	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VIT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

LEVEL III: *The instructor must be vocationally certified according to the following table:*									
Building Trades	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				
Note: *Teacher/Coordinator Cooperative Education (CEN) is required for **46.9900.80.*** *Diversified Cooperative Education course **Building Trades**, 46.9900.70 may be a part of the sequence.* *The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.*									

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Business Information Technology Services**

CIP CODE: **52.1200**

IN DEVELOPMENT

Business Information Technology Services (continued)

IN DEVELOPMENT

IN DEVELOPMENT

CERTIFICATE REQUIREMENTS FOR THE *BUSINESS INFORMATION TECHNOLOGY SERVICES PROGRAM*

IN DEVELOPMENT

PROGRAM: **Business Management and Administrative Services**

CIP CODE: **52.0200**

IN DEVELOPMENT

IN DEVELOPMENT

IN DEVELOPMENT

IN DEVELOPMENT

PROGRAM:	Cabinetmaking
CIP CODE:	48.0700

DESCRIPTION: *The **Cabinetmaking** program is designed to prepare students for employment in the field of millwork and cabinetmaking. Instruction includes job planning, drafting, material layout, cutting, shaping, assembling, finishing of wood pieces, and installing hardware. It also contains information related to drafting, production, and installation. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for Cabinetmaking occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE CABINETMAKING Program:

99.0200.10 ***Industrial Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0400.10 ***Business Management:*** Students **may** complete this Level II cluster or attain these competencies.

Cabinetmaking (continued)

Level III
Grades
11-12

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III CABINETMAKING competencies are addressed in this instructional sequence.

48.0700.10   **Cabinetmaking Fundamentals:** This course prepares students to apply technical knowledge and skills to set up, operate and repair industrial woodworking machinery, and to use such machinery to design and fabricate wooden components and complete articles.

One of the following Level III courses will be included as part of the instructional sequence for this program:

48.0700.20   **Cabinetmaking Advanced Applications:** This course prepares students for advanced technical knowledge and skills using a variety of cabinetmaking techniques and equipment.

48.0700.80   **Cabinetmaking – Cooperative Education:** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the **Cabinetmaking** program.

CERTIFICATION ABBREVIATIONS FOR THE CABINETMAKING PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE CABINETMAKING PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Industrial Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		
Information Technology	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	*Type* PVBM, SVBM	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VIT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Cabinetmaking	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **48.0700.80.***

*Diversified Cooperative Education course **Cabinetmaking**, **48.0700.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: Carpentry

PROGRAM CIP CODE: 46.0200

DESCRIPTION: *The **Carpentry** program prepares students for employment in jobs specializing in rough and finish carpentry, construction materials, estimating, and blueprint reading. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for Carpentry occupations. This program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

Level I Grades 7-8

The following course in recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 **Technological Foundations:** All students **should** complete Level I experience or attain these competencies.

Level II Grades 9-10

The following courses are recommended as part of a Comprehensive CTE CARPENTRY Program:

99.0200.10 **Industrial Technology:** Students **should** complete this Level II cluster or attain these competencies.

99.0400.10 **Business Management:** Students **may** complete this Level II cluster or attain these competencies. This is recommended for students interested in proprietorships, management, and supervisory positions.

Carpentry (continued)

Level III
Grades
11-12

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III CARPENTRY competencies are addressed in this instructional sequence.

46.0200.10   *Framing Carpentry:* This course is designed to deliver the competencies and indicators associated with the Framing portion of the Carpentry competencies.

One of the following Level III courses will be included as part of the instructional sequence for this program:

46.0200.20   *Finish Carpentry:* This course is designed to deliver the competencies and indicators associated with Finish Carpentry.

46.0200.80   *Carpentry – Cooperative Education:* This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the *Carpentry* program.

CERTIFICATION ABBREVIATIONS FOR THE CARPENTRY PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE CARPENTRY PROGRAM

LEVEL I: The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)

LEVEL II: The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:

Industrial Technology	Type IA	Type AVT, BVT, PVT, SVT Approval VTI	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VTI	Type PVI, SVI				
Business Management Technology	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB		
Information Technology	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB	Type PVBM, SVBM	Type IA	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VIT	Type AVT, BVT, PVT, SVT Approval VTI	Type PVI, SVI

LEVEL III: The instructor must be vocationally certified according to the following table:

Carpentry	Type IA	Type AVT, BVT, PVT, SVT Approval VTI	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VTI	Type PVI, SVI				

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **46.0200.80.**

Diversified Cooperative Education course **Carpentry**, **46.0200.70** may be a part of the sequence.

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Cosmetology**

**PROGRAM
CIP CODE:**   **12.0400**

DESCRIPTION: *The **Cosmetology** program is designed to prepare students for employment in various cosmetology and beauty establishments. Students completing this program will develop the technical knowledge and skills associated with cosmetologists, barbers, nail technicians, hair stylists, make-up artists, aestheticians, and wig stylists. Students completing this program will also gain knowledge of business/salon management. In addition to the required technical skills, students will also develop advanced critical thinking, employability, applied academic, life management, business, economic, and leadership skills required for employment in Cosmetology occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**
     Career and Technical education (CTE) The following course is recommended as part of a Comprehensive Program:

     90.0000.10   **Technological Foundations**: All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**
     The following courses are recommended as part of a Comprehensive CTE COSMETOLOGY Program:

     99.0500.10   **Human Services Technology:** Students **should** complete this Level II cluster or attain these competencies.

     99.0400.10   **Business Management Technology**: Students **may** complete this Level II cluster or attain these competencies.

     99.0300.30   **Applied Biological Systems-Health**: Students **may** complete this Level II cluster or attain these competencies.

Cosmetology (continued)

Level III
Grades
11-12

The following describes a recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III COSMETOLOGY competencies are addressed in this instructional sequence.

12.0400.10   ***Cosmetology***: This course prepares students to care for and beautify hair, care for complexions, perform manicures, and sell cosmetics in commercial establishments or independently. It includes instructions in hygiene, sanitation, customer relations, and salon management.

One of the following Level III courses will be included as part of the instructional sequence for this program:

12.0400.20   ***Cosmetology Advanced Applications:*** This course prepares students for advanced technical knowledge and skills using a variety of cosmetology techniques and equipment.

12.0400.80   ***Cosmetology – Cooperative Education***: This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the ***Cosmetology*** program.

CERTIFICATION ABBREVIATIONS FOR THE COSMETOLOGY PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- PVI Provisional Vocational Industrial Technology
- PVM Provisional Vocational Marketing
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- SVI Standard Vocational Industrial Technology
- SVM Standard Vocational Marketing
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VBS Vocational Business
- VDE Vocational Distributive Education
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VIT Vocational Industrial and Technical Education
- VME Vocational Marketing Education
- VOE Vocational Office Education
- VRO Vocational Related Occupations
- VTI Vocational Trades and Industrial Education
- VTT Vocational Trade and Technical Education

CERTIFICATE REQUIREMENTS FOR THE COSMETOLOGY PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Human Services Technology	Type AVT, BVT, PVT, SVT Approval VHE	Type AVT, BVT, PVT,SVT Approval VRO	Type AVT, BVT, PVT, SVT Approval VFC	Type PVF, SVF	Type AVT, BVT, PVT, SVT Approval VHO	Type PVH, SVH			
Business Management Technology	Type AVT, BVT, SVT, PVT Approval VDE	Type AVT, BVT, SVT, PVT Approval VME	Type PVM, SVM	Type PVBM, SVBM	Type AVT, BVT, PVT, SVT Approval VOE	Type AVT, BVT, PVT, SVT Approval VBS	Type PVB, SVB		
Applied Biological Systems	Type AVT, BVT, PVT, SVT Approval VAG	Type PVA, SVA	Type AVT, BVT, PVT, SVT Approval VHE	Type AVT, BVT, PVT, SVT Approval VRO	Type AVT, BVT, PVT, SVT Approval VFC	Type PVF, SVF	Type AVT, BVT, PVT, SVT Approval VHO	Type PVH, SVH	

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Cosmetology	Type AVT, BVT, PVT, SVT Approval VTI	Type AVT, BVT, PVT, SVT Approval VTT	Type AVT, BVT, PVT, SVT Approval VIT	Type PVI, SVI					

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **12.0400.80.***

*Diversified Cooperative Education course **Cosmetology**, **12.0400.70** may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM:	Dental Services

PROGRAM CIP CODE: 51.0600

DESCRIPTION: *The **Dental Services** program is designed to prepare students for employment in the dental health profession. Students completing this program will possess technical knowledge and skills associated with dental assisting. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for employment in Dental Services occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE DENTAL SERVICES Program:

99.0300.30 ***Applied Biological Systems-Health:*** Students **should** complete this Level II cluster or attain these competencies.

99.0500.10 ***Human Services Technology***: If Applied Biological Systems-Health is not available, students **may** complete this Level II cluster or attain these competencies.

Dental Services (continued)

Level III
Grades
11-12

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III DENTAL SERVICES competencies are addressed in this instructional sequence.

51.0600.10   **Dental Related Services:** This course prepares students to assist a dentist or dental hygienist in performing the functions of a dental practice. It includes instruction in chairside assistance, patient preparation, dental office functions and selected dental office laboratory procedures.

One of the following Level III courses will be included as part of the instructional sequence for this program:

51.0600.20   **Dental Services Applications:** This course prepares students for advanced technical skills and knowledge using a variety of dental assisting techniques and equipment.

51.0600.80   **Dental Services – Cooperative Education:** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the **Dental Services** program.

CERTIFICATION ABBREVIATIONS FOR THE DENTAL SERVICES PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *PVA Provisional Vocational Agriculture*
- *PVF Provisional Vocational Family Consumer Sciences*
- *PVH Provisional Vocational Health Occupations*
- *PVT Provisional Vocational Education Teacher*
- *SVA Standard Vocational Agriculture*
- *SVF Standard Vocational Family Consumer Sciences*
- *SVH Standard Vocational Health Occupations*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VAG Vocational Agriculture*
- *VFC Vocational Family & Consumer Sciences*
- *VHE Vocational Home Economics*
- *VHO Vocational Health Occupations*
- *VRO Vocational Related Occupations*

CERTIFICATE REQUIREMENTS FOR THE DENTAL SERVICES PROGRAM

LEVEL I: The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)

LEVEL II: The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:

Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH
Human Services Technology	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT,SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH		

LEVEL III: The instructor must be vocationally certified according to the following table:

Dental Services	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH						

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **51.0600.80.**

Diversified Cooperative Education course **Dental Services**, **51.0600.70** *may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Drafting Technology**

**PROGRAM
CIP CODE:**   **48.0100**

DESCRIPTION: *The **Drafting Technology** program is designed to prepare students to plan scale interpretations of engineering, design and architectural drafting applications in industry. Instruction includes the use of precision drawing instruments, computer assisted design and drafting (CADD), sketching and illustration, and specification interpretation. In addition to technical skills, the student completing this program will possess advanced critical thinking, employability, applied academic, life management, business economic, and leadership skills required for drafting occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10   ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE DRAFTING TECHNOLOGY Program:

99.0100.10   ***Information Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0200.10   ***Industrial Technology:*** Students **may** complete this Level II cluster or attain these competencies. This is recommended to enhance students' knowledge of construction practices and materials.

Drafting Technology (continued)

Level III **Grades** **11-12**	*The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III DRAFTING TECHNOLOGY competencies are addressed in this instructional sequence.*

48.0100.10   ***Drafting Technology Concepts:*** This instructional course prepares students to apply technical knowledge and skills to plan and prepare scale interpretations of engineering, design and architectural projects. It includes instruction in creating layouts and designs, blueprints and renderings, and in the use of computer-assisted design programs. In addition to knowledge of drafting technologies, students will have the opportunity to place special emphasis on more specific services and/or industries in which they have an interest.

One of the following Level III courses will be included as part of the instructional sequence for this program.

48.0100.20   ***Drafting Technology Advanced Applications:*** This course prepares students for advanced technical knowledge and skills using a variety of drafting technology techniques and equipment.

48.0100.80   ***Drafting – Cooperative Education:*** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the ***Drafting Technology*** program.

CERTIFICATION ABBREVIATIONS FOR THE DRAFTING TECHNOLOGY PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE DRAFTING TECHNOLOGY PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		
Industrial Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				
Information Technology	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	*Type* PVBM, SVBM	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VIT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Drafting Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **48.0100.80.***

*Diversified Cooperative Education course **Drafting Technology**, 48.0100.70 may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher. All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM:	Early Childhood Professions

**PROGRAM
CIP CODE:** **20.0200**

DESCRIPTION: *The **Early Childhood Professions** program is designed to prepare students for employment in residential, institutional and early childhood settings. The program includes instruction in child growth and development, child health, nutrition safety, planning and supervision of developmentally appropriate play and learning activities, child guidance, family relationships, applicable legal and administrative requirements, and is designed to articulate with community college for CDA certification. It may include preparation for the development and management of effective child care programs and facilities. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for entry into Early Childhood Professions occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, FCCLA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Technological Education (CTE) Program:

90.0000.10 ***Technological Foundations:*** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE EARLY CHILDHOOD PROFESSIONS Program:

99.0500.10 ***Human Services Technology:*** Students **should** complete this Level II cluster or attain these competencies.

99.0300.40   ***Applied Biological Systems-Food Science***
Students **may** complete this Level II cluster or attain these competencies.

99.0400.10   ***Business Management Technology:*** Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who have an interest in owning or managing a day care center.

**Level III
Grades
11-12**

The following describes a recommended sequence of courses organized on the basis of industry-recognized skills necessary for initial employment or continued related education. All the Level III Early Childhood Professions competencies are addressed in this instructional sequence.

20.0200.10   ***Early Childhood Professions Fundamentals:*** This course prepares occupational students to understand the physical, mental, emotional, and social growth and development of children. It is recommended that two-thirds of the classroom time be spent interacting with children.

One of the following Level III courses will be included as part of the instructional sequence for this program:

20.0200.20   ***Early Childhood Professions Application:*** This course prepares students for occupations in child care and guidance in both the public and private sector. It includes opportunities to complete CDA modules.

20.0200.80   ***Early Childhood Professions – Cooperative Education***: This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences, directly related to the competencies for the ***Early Childhood Professions*** program.

CERTIFICATION ABBREVIATIONS FOR THE EARLY CHILDHOOD PROFESSIONS PROGRAM

CERTIFICATE TYPES:

- AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)
- BVT Basic Vocational Education Teacher
- PVA Provisional Vocational Agriculture
- PVB Provisional Vocational Business
- PVBM Provisional Vocational Business and Marketing
- PVF Provisional Vocational Family Consumer Sciences
- PVH Provisional Vocational Health Occupations
- PVM Provisional Vocational Marketing
- PVT Provisional Vocational Education Teacher
- SVA Standard Vocational Agriculture
- SVB Standard Vocational Business
- SVBM Standard Vocational Business and Marketing
- SVF Standard Vocational Family Consumer Sciences
- SVH Standard Vocational Health Occupations
- SVM Standard Vocational Marketing
- SVT Standard Vocational Education Teacher

APPROVAL TYPES:

- VAG Vocational Agriculture
- VBS Vocational Business
- VDE Vocational Distributive Education
- VFC Vocational Family & Consumer Sciences
- VHE Vocational Home Economics
- VHO Vocational Health Occupations
- VME Vocational Marketing Education
- VOE Vocational Office Education
- VRO Vocational Related Occupations

CERTIFICATE REQUIREMENTS FOR THE EARLY CHILDHOOD PROFESSIONS PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Program								
Human Services Technology	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT,SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH		
Applied Biological Systems	*Type* AVT, BVT, PVT, SVT *Approval* VAG	*Type* PVA, SVA	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT, SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVF, SVF	*Type* AVT, BVT, PVT, SVT *Approval* VHO	*Type* PVH, SVH
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Program				
Early Childhood Professions	*Type* AVT, BVT, PVT, SVT *Approval* VHE	*Type* AVT, BVT, PVT,SVT *Approval* VRO	*Type* AVT, BVT, PVT, SVT *Approval* VFC	*Type* PVH, SVH

Note:

Teacher/Coordinator Cooperative Education (CEN) is required for **20.0200.80.**

Diversified Cooperative Education course **Early Childhood Professions***, 20.0200.70 may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.

PROGRAM: **Electronics Technology**

**PROGRAM
CIP CODE:**   **47.0100**

DESCRIPTION: *The **Electronics Technology** program is designed to prepare students to repair, service, maintain and install electronic and electrical equipment following safety regulations and applying quality workmanship as required by service industries, repair and maintenance establishments, communications industries, and retail/wholesale appliance establishments. In addition to technical skills, students completing this program will also develop advanced critical thinking, applied academic, career development, life management, business, economic, and leadership skills required for Electronics Technology occupations. The program utilizes a delivery system made up of four integral parts: formal/technical instruction, experiential learning, supervised occupational experience, and the Career and Technical Student Organization, SkillsUSA-VICA.*

RECOMMENDED PROGRAM SEQUENCE OF COURSES:

**Level I
Grades
7-8**

The following course is recommended as part of a Comprehensive Career and Technical Education (CTE) Program:

90.0000.10   **Technological Foundations:** All students **should** complete Level I experience or attain these competencies.

**Level II
Grades
9-10**

The following courses are recommended as part of a Comprehensive CTE ELECTRONICS TECHNOLOGY Program:

99.0200.10   **Industrial Technology:** Students **should** complete this Level II cluster or attain these competencies.

99.0400.10   **Business Management Technology:** Students **may** complete with Level II cluster or attain these competencies. This is recommended for students who have a special interest in proprietorships, management, and supervisory occupations in the electronics industry.

Electronics Technology (continued)

99.0100.10   ***Information Technology:***   Students **may** complete this Level II cluster or attain these competencies. This is recommended for students who have an interest in desktop publishing, information processing and technology.

**Level III
Grades
11-12**

The following describes the recommended sequence of courses developed from industry-validated skills necessary for initial employment or continued related education. All the Level III ELECTRONICS TECHNOLOGY competencies are addressed in this instructional sequence.

47.0100.10   ***Electrical and Electronic Fundamentals:*** This course prepares students to apply technical knowledge and skills to operate, maintain, and repair electrical and electronic equipment.

One of the following Level III courses will be included as part of the instructional sequence for this program:

47.0100.20   ***Advanced Electronics Technology:*** This course prepares students for advanced technical knowledge and skills using a variety of electronics technology techniques and equipment.

47.0100.80   ***Electronics Technology – Cooperative Education:*** This course utilizes a cooperative education methodology to combine school based and supervised work based learning experiences directly related to the competencies identified for the ***Electronics Technology*** program.

CERTIFICATION ABBREVIATIONS FOR THE ELECTRONICS TECHNOLOGY PROGRAM

CERTIFICATE TYPES:

- *AVT Adult Vocational Education Teacher (Not eligible for Co-Op Endorsement)*
- *BVT Basic Vocational Education Teacher*
- *IA Industrial Arts*
- *PVB Provisional Vocational Business*
- *PVBM Provisional Vocational Business and Marketing*
- *PVI Provisional Vocational Industrial Technology*
- *PVM Provisional Vocational Marketing*
- *PVT Provisional Vocational Education Teacher*
- *SVB Standard Vocational Business*
- *SVBM Standard Vocational Business and Marketing*
- *SVI Standard Vocational Industrial Technology*
- *SVM Standard Vocational Marketing*
- *SVT Standard Vocational Education Teacher*

APPROVAL TYPES:

- *VBS Vocational Business*
- *VDE Vocational Distributive Education*
- *VIT Vocational Industrial and Technical Education*
- *VME Vocational Marketing Education*
- *VOE Vocational Office Education*
- *VTI Vocational Trades and Industrial Education*
- *VTT Vocational Trade and Technical Education*

CERTIFICATE REQUIREMENTS FOR THE ELECTRONICS TECHNOLOGY PROGRAM

LEVEL I: *The instructor, or one member of the teaching team*, must be vocationally certified. (Allows for any Vocational certification.)*

LEVEL II: *The instructor, or one member of the teaching team*, must be vocationally certified according to the following table:*

Industrial Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI				
Business Management Technology	*Type* AVT, BVT, SVT, PVT *Approval* VDE	*Type* AVT, BVT, SVT, PVT *Approval* VME	*Type* PVM, SVM	*Type* PVBM, SVBM	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB		
Information Technology	*Type* AVT, BVT, PVT, SVT *Approval* VOE	*Type* AVT, BVT, PVT, SVT *Approval* VBS	*Type* PVB, SVB	*Type* PVBM, SVBM	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VIT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

LEVEL III: *The instructor must be vocationally certified according to the following table:*

Electronics Technology	*Type* IA	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* AVT, BVT, PVT, SVT *Approval* VTT	*Type* AVT, BVT, PVT, SVT *Approval* VTI	*Type* PVI, SVI

Note:

*Teacher/Coordinator Cooperative Education (CEN) is required for **47.0100.80.***

*Diversified Cooperative Education course **Electronics Technology**, 47.0100.70 may be a part of the sequence.*

The teacher must hold a Teacher/Coordinator Cooperative Education (CEN) endorsement.

* A team is more than one teacher.   All the team members are involved in instruction and coordinate delivery of the competencies.